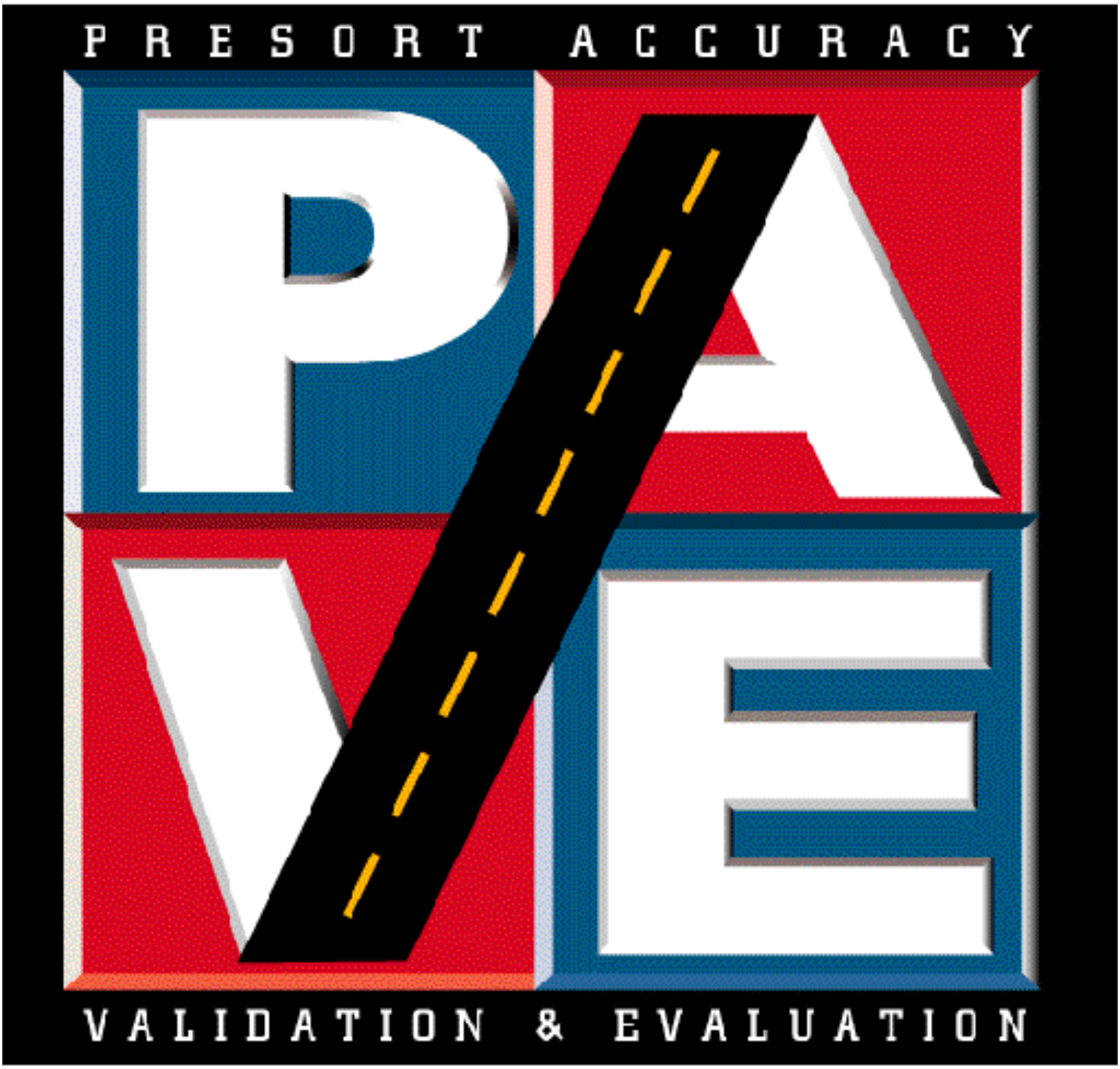
PRESORT ACCURACY
PAVE
VALIDATION & EVALUATION

Purpose

The Presort Accuracy, Validation, and Evaluation (PAVE) program is a process designed in cooperation with the mailing industry to evaluate presort software and determine its accuracy in sorting address files according to the requirements set forth in the *Domestic Mail Manual (DMM)*. This program is available only to software and hardware developers (i.e., companies that actually develop presort software or manufacture presorting equipment either for resale or internal use). Participation in the program is purely voluntary. Although this program evaluates and validates presort products manufactured by the developers, PAVE ***does not guarantee*** acceptance of customer mail that was prepared by PAVE-validated hardware/software. However, it does provide national approval of computer-generated facsimiles of Postal Service postage statements, standardized documentation, and other presort documentation.

Overview

PAVE is a validation process for presort products developed by software and/or hardware manufacturers. PAVE evaluates the accuracy of presort products by providing test data in the form of address files. Each address file has specific characteristics and attributes, such as addresses found in the *National ZIP+4 Directory*, mailpiece dimensions, entry point, sortation levels allowed, processing category, etc. Each file is processed as a specific presort job. ***The developer must follow all rules stated in the General Testing Instructions section of this guide to achieve validation***. After processing the test file, the developer returns all presort documentation produced by his or her product to the US Postal Service's National Customer Support Center (NCSC).

Each file is evaluated for its accuracy of presort, compliance to *DMM* regulations, accuracy of sack/tray/pallet labels, and general acceptability of computer-generated facsimile of postage statements, standardized documentation, and other presort documentation.

If the documentation is accurate and in compliance with current *DMM* regulations and standards set within Classification Reform, validation is awarded for one or more of the following presort categories tested:

Pre-Classification Reform Categories	Classification Reform Categories
1. Presorted First-Class	6. First-Class Automation
2. Second-Class Carrier Route	7. First-Class Regular
3. Third-Class 3/5 Digit Presort	8. Standard Mail (A) Automation
4. Third-Class Carrier Route	9. Standard Mail (A) Regular
5. First-/Third-Class Barcoded	10. Standard Mail (A) Enhanced Carrier Route

For example, if a developer's presort product performs automation-compatible mailings for First-Class barcoded mail, and if the product produces accurate test results, that product is validated only for the First-Class Barcoded (automation subclass) category.

Validation is effective for one year or until the end of the current cycle. Developers whose products have been validated, for any or all presort categories, receive an official PAVE certificate and will have their name, address, presort product name, and version number included in the list of certified developers published in the *Postal Bulletin* and available electronically through RIBBS and the Postal Web Site.

The PAVE Process

PAVE is a three-step process:

Step 1 Presort Test File(s) must be requested using the enclosed order form (see Ordering PAVE Test Files).

Step 2 Vendors process the test file(s) through their presort software or hardware and return the resulting postage-statement facsimile(s) and other presort documentation to the NCSC.

Step 3 The NCSC evaluates the answers. If the answers are accurate, the developer's presort product is validated for a twelve-month period or until the end of the current annual period.

For convenience to software and hardware vendors, the PAVE annual cycle is staggered with the US Postal Service's Coding Accuracy Support System (CASS) cycle.

Due to Classification Reform, the following implementation schedule is in effect:

April 8 Test Files available from NCSC.

April 15 Test evaluation and response begins and continues through December 31, 1996.

June 1 Certified developers list will be published in the *Postal Bulletin* and updated weekly. The update will be available on RIBBS and through the Internet at Http:\\www.usps.gov.

Due to Classification Reform, certification obtained during this PAVE cycle will be valid through July 1, 1997.

Certification consists of issuing the developer an official notification letter, a PAVE certificate for each category passed,and the Results Analysis Report, as well as inclusion of the developer's name in the List of Certified Companies published in the *Postal Bulletin*. ***Noncertification*** consists of providing developers the Results Analysis Report(s) and giving them the opportunity to request retesting.

Note: *The original test and first retest are free-of-charge. However, there will be a small charge for subsequent retesting.*

Out-of-Cycle and Retesting Fees

The PAVE certification program is free-of-charge to those participating during the normal testing cycle (or when a DMM-initiated PAVE cycle is conducted). However, a fee is charged to those participating in the PAVE program outside the normal test cycle or those who have failed two times in any one test category and request a third test. This fee is assessed as follows:

Test File -	Initial presort category (file generation, postage, and handling)	$ 50
	Each additional test category requested at the same time	$ 10
Certification -	Results evaluation (presort analysis and documentation review)	$200
	Each additional test category requested at the same time	$ 25
	Minimum Fee	$250

Note: Out-of-Cycle PAVE certifications expire at the end of the next normal test cycle (e.g., a certification obtained in June expires on December 31 of that same year).

Future Developments

PAVE will evolve to respond to changes in presort regulations in the *DMM* by introducing new presort scenarios in future test cycles. These scenarios will reflect either the most often used presort categories — categories in which errors in mail makeup have been detected — or categories that are relatively new. The current presort scenarios will be maintained and offered in future cycles as well.

In the future, the USPS will offer the option for the developer to return presort answers in an electronic file structure. This electronic file will be the basis for a computerized grading solution.

The computerized grading solution will employ results-analysis software to perform a quick comparison of the test answers and batch dissimilar answers from the predicted results. Then, further manual review will determine if these unforeseen answers were actually incorrect, based on *DMM* standards, or merely different answers based on allowable sortation options. This will take into account current optimization routines that cannot easily be computer graded.

General Testing Instructions

Seventeen presort scenarios are offered for this cycle. To achieve PAVE validation, the following instructions, guidelines, and parameters must be followed explicitly.

Developers may request any or all presort tests available. Each test file commands different logic flows: one test might employ the minimum-piece rule, while another could use the maximum- and minimum-pound rules. Each test file (presort scenario) is supplied with specific parameters and requirements. If your product cannot comply with any particular requirement as defined, please notify the PAVE Department at the NCSC prior to processing the file. An exception may be granted if a substituted value that does not dilute the integrity of the test can be used.

Selection Rationale

The different categories being examined each year are selected by the Postal Service based upon, but not limited to, three key factors:

1. Presort categories most often used by different mailers (to cover the widest range of presorted mailings)
2. Presort categories in which significant errors are being detected by Business Mail Entry units
3. Presort categories that are relatively new

List of Presort Scenarios

For the current PAVE cycle, the USPS submits the following domestic presort categories:

1. First-Class Presort, 3/5 Digit (File 101)
2. Second-Class Presort 3/5 Digit, With/Without Firm Packages (File 201)*****
3. Third-Class Presort 3/5 Digit (File 301)******
4. Third-Class Presort 3/5 Digit (File 302)******
5. Third-Class Carrier Route (File 303)*******
6. Third-Class Carrier Route (File 304)*******
7. First/Third-Class Barcoded Letter-Size Tray-Based Mailings (File 814)
8. First/Third-Class Barcoded Letter-Size Two-Tier Package-Based Mailings (File 815)
9. First/Third-Class Barcoded Letter-Size Three-Tier Package-Based Mailings (File 816)
10. First-Class Automation Letters (File 901)
11. Standard Mail (A) Automation Letters (File 902)
12. First-Class Automation Flats (File 903)
13. Standard Mail (A) Automation Flats (File 904)
14. First-Class Regular Letters (File 905)
15. Standard Mail (A) Regular Letters (File 906)
16. First-Class Regular Upgradable Letters (File 907)
17. Standard Mail (A) Regular Upgradable Letters (File 908)
18. First-Class Regular Flats (File 909)
19. Standard Mail (A) Regular Flats (File 910)
20. Standard Mail (A) Enhanced Carrier Route Flats (File 911)

***** This Second-Class Presort file may be processed with or without firm packages.
****** To be validated for Third-Class Presort, Tests 3 and 4 must be taken and passed.
******* To be validated for Third-Class Carrier Route, Tests 5 and 6 must be taken and passed.

Note: Please refer to the Presort Scenario Dimensions and Parameters section in this guide for a complete description of each test file.

File Layout of Copyright Header Record

The first record in each presort scenario file is a copyright record. The components of this record are as illustrated below:

Field Sequence Number	Field Description	Logical Length	Relative Position From/Thru
1	Copyright-Symbol	07	001 - 007
2	Filler	01	008 - 008
3	Test-File-Creation-Year	02	009 - 010
4	Test-File-Creation-Month	02	011 - 012
5	Test-File-Creation-Day	02	013 - 014
6	Filler	01	015 - 015
7	Directory-Version-Year	02	016 - 017
8	Directory-Version-Month	02	018 - 019
9	Filler	01	020 - 020
10	File-Number	03	021 - 023
11	Filler	177	024 - 200

Record Layout of Test Data File

Below is the record layout of the Test Data file. All addresses in this file have been pulled from the range records of the *National ZIP+4 Directory.*

Field Sequence Number	Field Description	Logical Length	Relative Position From/Thru
1	Sequence Number	07	001 - 007
2	Firm or Recipient	40	008 - 047
3	Delivery Address	64	048 - 111
4	City Name	28	112 - 139
5	State Code	02	140 - 141
6	ZIP Code	05	142 - 146
7	ZIP+4 Add-On	04	147 - 150
8	Delivery Point	02	151 - 152
9	Check Digit	01	153 - 153
10	Carrier Route	04	154 - 157
11	LOT Sequence Number	05	158 - 162
12	Walk Sequence Number	05	163 - 167
13	Filler	33	168 - 200

Data Element Definitions

Sequence Number

Each address record has a seven-digit sequence number assigned by the PAVE system and used for identifying specific test records.

COBOL Picture:	X(07)		
Possible Values:	Numeric		
Examples:	0026897	1364787	0000954

Firm or Recipient

The Firm or Recipient field contains fictitious names of individuals, companies, shopping centers, etc.

COBOL Picture:	X(40)	
Possible Values:	Alphanumeric	
Examples:	Number One Company	John Doe
	A-1 Used Car Sales	

Delivery Address

The Delivery Address field is pulled from the range records of the *National ZIP+4 Code Directory*.

COBOL Picture:	X(64)	
Possible Values:	Alphanumeric	
Examples:	1925 N STATE ST E	1925 N STATE ST E APT 1
	PO BOX 17	7354 MALLARD CREEK DR

City Name

The City Name field provides the name of the city, town, place, or other name by which the five-digit ZIP Code associated with the test address is officially known.

COBOL Picture:	X(28)	
Possible Values:	Alphanumeric	
Examples:	NEW YORK	TALLAHASSEE
	FORT LEAVENWORTH	

State Code

The State Code field is the standard state or US territory abbreviation found in the following publications: *ZIP+4 Technical Guide*; Publication 28, *Postal Addressing Standards*; and the appendix of Publication 65, *National ZIP+4 Code Directory.*

COBOL Picture:	X(02)		
Possible Values:	Alphabetic		
Examples:	NY	FL	KS

ZIP Code

Each record has a five-digit ZIP Code that represents an area within a state, an area that crosses state boundaries (unusual condition), a single building, or a company that has a very high mail volume. *ZIP* is an acronym for Zone Improvement Plan.

COBOL Picture:	X(05)		
Possible Values:	Numeric		
Examples:	38188	20268	92045

ZIP+4 Add-On

Most records have a four-digit add-on code assigned to a delivery area or delivery point.

COBOL Picture:	X(04)		
Possible Values:	Numeric or spaces		
Examples:	38188-**0001**	20268-**9998**	92045-**6217**

Comments:
This field is provided by the PAVE system. However, under certain presort scenarios — automation in particular —this field may be left blank for certain address records. This allows various address records to have only a five-digit ZIP Code, while others have a complete ZIP+4 Code with delivery point. As a result, those address records having complete numeric five-digit ZIP Code with add-on,and delivery point are considered capable of producing delivery point barcodes. Records containing only numeric five-digit ZIP Codes cannot produce barcodes.

Delivery Point

Most records have a two-digit delivery-point code. This number is assigned to a specific delivery-point address.

COBOL Picture:	X(02)	
Possible Values:	Numeric or spaces	
Examples:	38188-0001-**01**	20268-9998-**72**
	92045-6217-**99**	

Check Digit

The check digit is a correction character that, when added to the ZIP+4 and delivery point code, yields a multiple of 10. For example, the sum of the ZIP+4 and delivery point of 12345-6789-75 is 57. Adding 3 to that sum yields a sum of 60 — which is a multiple of 10.

COBOL Picture: X(01)
Possible Values: Numeric
Examples: 475 MAIN ST
ANYTOWN NY 12345-6789-75

Add the 12345-6789 + 75 = 57
The check digit would = 3
SUM to multiple of 10 = 60 (a multiple of 10)

Carrier Route

Each record has a four-digit carrier route identification number. This number is assigned by the PAVE system from the CRIS file (Carrier Route Information System). ***Do not perform address-matching to any PAVE file.***

COBOL Picture: X(04)
Possible Values: Alphanumeric
Examples: B001 H002 C003 R004

LOT/Walk Sequence Number

The Line of Travel (LOT) Number indicates the order in which delivery is made to an add-on code within a carrier route. The ascending/descending code for an add-on code indicates whether delivery is made to each house number in an ascending or descending order.

The Walk Sequence Number indicates the sequential order in which each delivery is made on a carrier route.

COBOL Picture: X(05)
Possible Values: Alphanumeric or spaces
LOT Examples: A0001 D0002 A0003
Walk Sequence Examples: 00001 00125 00568

Comments: These fields are provided by the PAVE system and, under most presort scenarios, are left blank. However, under the Standard Mail Enhanced Carrier Route scenario, the LOT sequence number and the Walk sequence number will be given. For this test, none of the addresses qualify for the Saturation Rate. It is up to your software to determine which addresses qualify for either the Basic Rate or High-Density Rate.

Suggested Output

Hardcopy Results

After processing the presort scenario, developers must return hardcopy results to the National Customer Support Center in Memphis, Tennessee. Suggested output must include (but is not limited to) the following:

- Postage Statement (computer-generated or hand-written)
- Documentation required to accompany the postage statement
- Tray/Sack Audit Trails
- Package Audit Trails
- Tray/Sack Label generation
- Verification Summary (also known as Summary Output Report)
- Parameter Report (parameters used to run the test file)

When presort software accuracy is analyzed, computer-generated facsimiles of postage statements and other presort documentation are also examined for national approval, an added benefit of the PAVE program.

PAVE Presort Guidelines and Information

These guidelines and information are for the benefit of running PAVE presort scenarios. Follow these guidelines as a reference when processing the test file(s) you have chosen.

1. **Tray Length**

Use these lengths for all traying presort scenarios:

2 ft. Trays

Minimum Tray Length	15.75"
Maximum Tray Length	21.00"

1 ft. Trays

Minimum Tray Length	7.50"
Maximum Tray Length	10.00"

Flat Trays

Minimum Tray Length	8.00"
Maximum Tray Length	11.25"

2. **Sacks (Pre-Classification Reform Test Files)**

For PAVE testing purposes, all third-class presort scenarios will use Number 3 Sacks. Maximum sack weight to use is 60 pounds.

3. **Identical Mailpieces**

Each presort scenario is composed of identical mailpieces.

4. **Overflow Trays**

A less-than-full tray containing mail for a single-tray destination left over after full trays to that destination were prepared as provided in the standards.

5. **Carryover Packages**

A group of pieces for the same package destination that meets or exceeds the minimum package size for that destination, but has been split between two or more trays in the same mailing because the entire package cannot physically fit in the same tray. The number of pieces for the "Carryover" package destination in each individual tray may be below the minimum package size and still qualify for the package-based rate since the entire group of pieces for that package destination in the mailing meets the minimum package size.

6. **Entry Point**

Each presort scenario has only one point of entry.

7. **Originating SCF Trays**

Trays made up to the SCF servicing the entry point may be less than full. For testing purposes, make all possible Originating SCF trays.

8. **Test Data Addresses**

All test data addresses have been pulled from the National ZIP+4 Directory. Each record has a complete address. If the ZIP+4 Add-On field or the Delivery Point field is blank, treat this record as a nonbarcodable mailpiece.

9. **Invalid ZIP Codes**

There are no invalid five-digit ZIP Codes within any of the files.

10. **ZIP+4 Add-Ons**

Add-Ons will be provided by the PAVE system. However, under certain presort scenarios, Automation most notably, this field may be left blank for certain address records. If this field is blank, treat this record as a nonbarcodable mailpiece.

11. **Delivery Points**

Delivery points will be provided by the PAVE system. However, under certain presort scenarios, Automation most notably, this field may be left blank for certain address records. If this field is blank, then the vendor should treat this record as a non-DPBC (delivery point barcode) mailpiece.

12. **Short Package (Pre-Classification Reform Test Files)**

A package that, where permitted by the DMM, contains less than the minimum quantity prescribed for that package level (e.g., less than 6 pieces in a second-class 5-digit package).

Presort Scenario Dimension & Parameters

File Number	File 101	*Piece Description*	Identical
Total Records	24,535	*Piece Weight*	0.96 oz.
Class of Mail	First Class	*Piece Height*	4.5 inches
Presort Level	Presorted First Class	*Piece Length*	9.0 inches
	DMM M103	*Piece Width*	0.042 inches
Presentation Level	Trayed	*Point Of Entry*	Omaha NE 681
Processing Category	Letters	*Full Tray Length*	21 inches
Sortation Levels Allowed	Optional & Required	*3/4 Tray Length*	15.75 inches
Carryover Packages	Allowed	*Tray Maximum*	500 pieces
		Short Packages	N/A

The values shown above must be used for this test. For testing purposes, process the test file through your presort software/hardware. The addresses within the test file have been pulled from the *National ZIP+4 Directory*, and their add-ons, carrier route identification numbers,five-digit ZIP Codes, etc., are updated monthly. No address matching or standardization is to be performed on the file as this may skew the results.* It is your responsibility to ensure that the presort processing creates a valid presort mailing.

*** In the space below, please note any variations from the above instructions and explain explicitly****

* If address-matching or standardization is integrated into the software, simply disable it.

File Number	File 201	*Piece Description*	Identical
Total Records	2,892	*Piece Weight*	1.0 oz.
Class of Mail	Second Class	*Piece Height*	4.5 inches
Presort Level	Carrier, 3/5 Digit, Basic	*Piece Length*	9.0 inches
	DMM M201, 202, 203	*Piece Width*	0.042 inches
Presentation Level	Sacked	*Point Of Entry*	River Forrest IL 603
Processing Category	Flats	*Sack Maximum*	60 lb.
Sortation Levels Allowed	Optional & Required	*Carryover Packages*	Allowed
Percent Advertising	53.23624%	*Short Packages*	N/A
Firm Packages	See Note Below		

The values shown above must be used for this test. For testing purposes, process the test file through your presort software/hardware. The addresses within the test file have been pulled from the *National ZIP+4 Directory*, and their add-ons, carrier route identification numbers, five-digit ZIP Codes, etc., are updated monthly. No address matching or standardization is to be performed on the file as this may skew results.* It is your responsibility to ensure that the presort processing creates a valid presort mailing.

** *In the space below, please note any variations from the above instructions and explain explicitly***

* If address matching or standardization is integrated into the software, simply disable it.

File Number	File 301	*Piece Description*	Identical
Total Records	5,219	*Piece Weight*	1.0 oz.
Class of Mail	Third Class	*Piece Height*	4.5 inches
Presort Level	3/5 Digit, Basic	*Piece Length*	9.0 inches
	DMM M302	*Piece Width*	0.042 inches
Presentation Level	Sacked	*Point Of Entry*	Memphis TN 381
Processing Category	Letters	*Sack Maximum*	60 lb.
Sortation Levels Allowed	Required Only	*Carryover Packages*	Allowed
		Short Packages	N/A

The values shown above must be used for this test. For testing purposes, process the test file through your presort software/hardware. The addresses within the test file have been pulled from the *National ZIP+4 Directory,* and their add-ons, carrier route identification numbers, five-digit ZIP Codes, etc., are updated monthly. No address matching or standardization is to be performed on the file as this may skew results. It is your responsibility to ensure that the presort processing creates a valid presort mailing.

*** In the space below, please note any variations from the above instructions and explain explicitly****

* If address matching or standardization is integrated into the software, simply disable it.

File Number	File 302	*Piece Description*	Identical
Total Records	5,998	*Piece Weight*	2.17oz.
Class of Mail	Third Class	*Piece Height*	11 inches
Presort Level	3/5 Digit, Basic	*Piece Length*	8.0 inches
	DMM M302	*Piece Width*	0.085 inches
Presentation Level	Sacked	*Point Of Entry*	Memphis TN 381
Processing Category	Flats	*Sack Maximum*	60 lb.
Sortation Levels Allowed	Optional & Required	*Carryover Packages*	Allowed
		Short Packages	N/A

The values shown above must be used for this test. For testing purposes, process the test file through your presort software/hardware. The addresses within the test file have been pulled from the *National ZIP+4 Directory,* and their add-ons, carrier route identification numbers, five-digit ZIP Codes, etc., are updated monthly. No address matching or standardization is to be performed on the file as this may skew results. It is your responsibility to ensure that the presort processing creates a valid presort mailing.

*** In the space below, please note any variations from the above instructions and explain explicitly****

* If address matching or standardization is integrated into the software, simply disable it.

File Number	File 303	*Piece Description*	Identical
Total Records	13,256	*Piece Weight*	2.40 oz.
Class of Mail	Third Class	*Piece Height*	11 inches
Presort Level	Carrier Route	*Piece Length*	8.0 inches
	DMM M303	*Piece Width*	0.125 inches
Presentation Level	Sacked	*Point Of Entry*	Memphis TN 381
Processing Category	Flats	*Sack Maximum*	60 lb.
Sortation Levels Allowed	Optional & Required	*Carryover Packages*	Allowed
		Short Packages	N/A

The values shown above must be used for this test. For testing purposes, process the test file through your presort software/hardware. The addresses within the test file have been pulled from the *National ZIP+4 Directory*, and their add-ons, carrier route identification numbers, five-digit ZIP Codes, etc., are updated monthly. No address matching or standardization is to be performed on the file as this may skew results.* It is your responsibility to ensure that the presort processing creates a valid presort mailing.

*** In the space below, please note any variations from the above instructions and explain explicitly****

* If addressing matching or standardization is integrated into the software, simply disable it.

File Number	File 304	*Piece Description*	Identical
Total Records	13,822	*Piece Weight*	1.86 oz.
Class of Mail	Third Class	*Piece Height*	11 inches
Presort Level	Carrier Route	*Piece Length*	8.0 inches
	DMM M303	*Piece Width*	0.125 inches
Presentation Level	Sacked	*Point Of Entry*	Memphis TN 381
Processing Category	Flats	*Sack Maximum*	60 lb.
Sortation Levels Allowed	Optional & Required	*Carryover Packages*	Allowed
		Short Packages	N/A

The values shown above must be used for this test. For testing purposes, process the test file through your presort software/hardware. The addresses within the test file have been pulled from the *National ZIP+4 Directory,* and their add-ons, carrier route identification numbers, five-digit ZIP Codes, etc., are updated monthly. No address matching or standardization is to be performed on the file as this may skew results.* It is your responsibility to ensure that the presort processing creates a valid presort mailing.

*** In the space below, please note any variations from the above instructions and explain explicitly****

* If address matching or standardization is integrated into the software, simply disable it.

Automation Mailing Guidelines and Information

For the current PAVE cycle, there are five automation presort scenarios that can be processed under:

Pre-Classification Reform Files

1. Barcoded Tray-Based Mailings (DMM M814)
2. Barcoded Two-Tier Package-Based Mailings (DMM M815)
3. Barcoded Three-Tier Package-Based Mailings (DMM M816)

Classification Reform Files

1. First-Class Automation Letters (DMM M810)
2. Standard Mail Automation Letters (DMM M810)
3. First-Class Flats*
4. Standard Mail (A) Flats*

The addresses in these files will contain one of the following:

1. A full numeric five-digit ZIP Code, add-on, two-digit delivery point, and check digit. Your presort product should treat these addresses as DPBC (Delivery Point Barcode) mailpieces.
2. A numeric five-digit ZIP Code only (no add-on,delivery point,or check digit). Your presort product should treat these addresses as five-digit barcodes that do not qualify for the 3/5 ZIP+4 barcoded rate.

Within barcoded mailings, the residual portion of each file can be processed in multiple ways (using the different options available for preparing residual mail). Therefore, you can process the Barcoded Two-Tier Package-Based Mailing file the following ways:

Example (Pre-Classification Reform):

First Class 2-Tier Package-Based using Residual Option #1: Separate AADC Preparation	**First Class** 2-Tier Package-Based using Residual Option #2: Intermixed SCF/ AADC Preparation	**First Class** 2-Tier Package-Based using Residual Option #3: ZIP Code Sequencing & Listing Preparation	**First Class** 2-Tier Package-Based using Residual Option #4: Physical Separation
Third Class 2-Tier Package-Based using Residual Option #1: Separate AADC Preparation	**Third Class** 2-Tier Package-Based using Residual Option #2: Intermixed SCF/ AADC Preparation		

*Note: The #3 and #4 presort scenarios are Classification Reform test files that do not consist of residual options.

If your presort product has the capability, you may choose to process the file for each residual option and receive certification each way you accurately presort the file.

File Number	File 814	*Piece Description*	Identical
Total Records	19,609	*Piece Weight*	0.96 oz.
Class of Mail	First/Third Class	*Piece Height*	4.5 inches
Presort Level	Barcoded Tray-Based DMM M814	*Piece Length*	9.0 inches
		Piece Width	0.042 inches
Presentation Level	Trayed	*Point Of Entry*	Memphis TN 381
Processing Category	Letters	*Full Tray Length*	21 inches
Sortation Levels Allowed	Optional & Required	*3/4 Tray Length*	15.75 inches
Carryover Packages	Allowed	*Tray Maximum*	500 pieces
		Short Packages	N/A

The values shown above must be used for this test. For testing purposes, process the test file only through your presort software/hardware. The addresses within the test file have been pulled from the *National ZIP+4 Directory*, and their add-ons, carrier route identification numbers, five-digit ZIP Codes, etc., are updated monthly. No address matching or standardization is to be performed on the file as this may skew results. It is your responsibility to ensure that the presort processing creates a valid presort mailing.

Barcoding Guidelines:

In the test file, if the address record contains:

- **5-digit ZIP Code** + **Add-On** + **Delivery Point** — treat the record as a DPBC mailpiece,

  72351 0017 17 = Delivery-point barcodable

- **5-digit ZIP Code** (but no **Add-On** or **Delivery Point)** — treat the record as a regular, non-ZIP+4 mailpiece,

  72351 ( ) ( ) = Nonbarcodable

*** In the space below, please note any variations from the above instructions and explain explicitly****

_____

_____

_____

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_____

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* If addressing matching or standardization is integrated into the software, simply disable it.

File Number	File 815	*Piece Description*	Identical
Total Records	23,839	*Piece Weight*	0.96 oz.
Class of Mail	First/Third Class	*Piece Height*	4.5 inches
Presort Level	Barcoded 2-Tier Package-Based DMM M815	*Piece Length*	9.0 inches
		Piece Width	0.042 inches
		Point Of Entry	Memphis TN 381
Presentation Level	Trayed	*Full Tray Length*	21 inches
Processing Category	Letters	*3/4 Tray Length*	15.75 inches
Sortation Levels Allowed	Optional & Required	*Tray Maximum*	500 pieces
Carryover Packages	Allowed	*Short Packages*	N/A

The values shown above must be used for this test. For testing purposes, process the test file only through your presort software/hardware. The addresses within the test file have been pulled from the *National ZIP+4 Directory*, and their add-ons, carrier route identification numbers, five-digit ZIP Codes, etc., are updated monthly. No address matching or standardization is to be performed on the file as this may skew results.* It is your responsibility to ensure that the presort processing creates a valid presort mailing.

Barcoding Guidelines:

In the test file, if the address record contains:

- **5-digit ZIP Code** + **Add-On** + **Delivery Point** — treat the record as a Delivery point barcoded piece,

  72351 0017 17 = Delivery point barcodable

- **5-digit ZIP Code** (but no **Add-On** or **Delivery Point)** — treat the record as a regular, non-ZIP+4 mailpiece,

  72351 ( ) ( ) = Nonbarcodable

*** In the space below, please note any variations from the above instructions and explain explicitly***

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* If addressing matching or standardization is integrated into the software, simply disable it.

File Number	File 816	*Piece Description*	Identical
Total Records	22,653	*Piece Weight*	0.96 oz.
Class of Mail	First/Third Class	*Piece Height*	4.5 inches
Presort Level	Barcoded 3-Tier Package-Based DMM M816	*Piece Length*	9.0 inches
		Piece Width	0.042 inches
		Point Of Entry	Memphis TN 381
Presentation Level	Trayed	*Full Tray Length*	21 inches
Processing Category	Letters	*3/4 Tray Length*	15.75 inches
Sortation Levels Allowed	Optional & Required	*Tray Maximum*	500 pieces
Carryover Packages	Allowed	*Short Packages*	N/A

The values shown above must be used for this test. For testing purposes, process the test file only through your presort software/hardware. The addresses within the test file have been pulled from the *National ZIP+4 Directory*, and their add-ons, carrier route identification numbers, five-digit ZIP Codes, etc., are updated monthly. No address matching or standardization be performed on the file as this may skew results.* It is your responsibility to ensure that the presort processing creates a valid presort mailing.

Barcoding Guidelines:

In the test file, if the address record contains:

- **5-digit ZIP Code** + **Add-On** + **Delivery Point** — treat the record as a DPBC mailpiece,

  72351 0017 17 = Delivery point barcodable

- **5-digit ZIP Code** (but no **Add-On** or **Delivery Point)** — treat the record as a regular, non-ZIP+4 mailpiece,

  72351 ( ) ( ) = Nonbarcodable

*** In the space below, please note any variations from the above instructions and explain explicitly****

* If addressing matching or standardization is integrated into the software, simply disable it.

Classification Reform Files

File Number	File 901	*Piece Description*	Identical
Total Records	34,136	*Piece Weight*	0.96 oz.
Class of Mail	First Class	*Piece Height*	4.5 inches
Presort Level	Automation Letters	*Piece Length*	9.0 inches
	DMM M810	*Piece Width*	0.042 inches
Presentation Level	Trayed	*Point Of Entry*	Memphis TN 381
Processing Category	Letters	*2' Tray Maximum*	21 inches
Sortation Levels Allowed	Optional & Required	*1' Tray Maximum*	10 inches
		Tray Maximum	500 pieces

The values shown above must be used for this test. For testing purposes, process the test file only through your presort software/hardware. The addresses within the test file have been pulled from the *National ZIP+4 Directory*, and their add-ons, carrier route identification numbers, five-digit ZIP Codes, etc., are updated monthly. No address matching or standardization is to be performed on the file as this may skew results. It is your responsibility to ensure that the presort processing creates a valid presort mailing.

*** In the space below, please note any variations from the above instructions and explain explicitly***

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* If addressing matching or standardization is integrated into the software, simply disable it.

File Number	File 902	*Piece Description*	Identical
Total Records	34,136	*Piece Weight*	0.96 oz.
Class of Mail	Standard Mail (A)	*Piece Height*	4.5 inches
Presort Level	Automation Letters	*Piece Length*	9.0 inches
	DMM M810	*Piece Width*	0.042 inches
Presentation Level	Trayed	*Point Of Entry*	Memphis TN 381
Processing Category	Letters	*2' Tray Maximum*	21 inches
Sortation Levels Allowed	Optional & Required	*1' Tray Maximum*	10 inches
		Tray Maximum	500 pieces

The values shown above must be used for this test. For testing purposes, process the test file only through your presort software/hardware. The addresses within the test file have been pulled from the *National ZIP+4 Directory*, and their add-ons, carrier route identification numbers, five-digit ZIP Codes, etc., are updated monthly. No address matching or standardization is to be performed on the file so this may skew results.* It is your responsibility to ensure that the presort processing creates a valid presort mailing.

*** In the space below, please note any variations from the above instructions and explain explicitly****

* If addressing matching or standardization is integrated into the software, simply disable it.

File Number	File 903	*Piece Description*	Identical
Total Records	23,576	*Piece Weight*	2.17 oz.
Class of Mail	First Class	*Piece Height*	11 inches
Presort Level	Automation Flats	*Piece Length*	8.0 inches
	DMM M820	*Piece Width*	0.085 inches
Presentation Level	Flat Trayed	*Point Of Entry*	Memphis TN 381
Processing Category	Flats	*Flat Tray Maximum*	11.25 inches
Sortation Levels Allowed	Required	*Flat Tray Minimum*	8 inches

The values shown above must be used for this test. For testing purposes, process the test file only through your presort software/hardware. The addresses within the test file have been pulled from the *National ZIP+4 Directory*, and their add-ons, carrier route identification numbers, five-digit ZIP Codes, etc., are updated monthly. No address matching or standardization is to be performed on the file as this may skew results.* It is your responsibility to ensure that the presort processing creates a valid presort mailing.

*** In the space below, please note any variations from the above instructions and explain explicitly****

* If addressing matching or standardization is integrated into the software, simply disable it.

File Number	File 904	*Piece Description*	Identical
Total Records	23,576	*Piece Weight*	1.86 oz.
Class of Mail	Standard Mail (A)	*Piece Height*	11 inches
Presort Level	Automation Flats	*Piece Length*	8.0 inches
	DMM M820	*Piece Width*	0.085 inches
Presentation Level	Sacked	*Point Of Entry*	Memphis TN 381
Processing Category	Flats	*Sack Maximum*	60 lb.
Sortation Levels Allowed	Required	*Sack Minimum*	125 pcs. or 15 lb.

The values shown above must be used for this test. For testing purposes, process the test file only through your presort software/hardware. The addresses within the test file have been pulled from the *National ZIP+4 Directory*, and their add-ons, carrier route identification numbers, five-digit ZIP Codes, etc., are updated monthly. No address matching or standardization is to be performed on the file as this may skew results.* It is your responsibility to ensure that the presort processing creates a valid presort mailing.

*** In the space below, please note any variations from the above instructions and explain explicitly****

* If addressing matching or standardization is integrated into the software, simply disable it.

File Number	File 905	*Piece Description*	Identical
Total Records	23,939	*Piece Weight*	0.96 oz.
Class of Mail	First Class	*Piece Height*	4.5 inches
Presort Level	Non-Automation	*Piece Length*	9.0 inches
	Regular Letters	*Piece Width*	0.042 inches
	DMM M130	*Point Of Entry*	Omaha NE 681
Presentation Level	Trayed	*2' Tray Maximum*	21 inches
Processing Category	Letters	*1' Tray Maximum*	10 inches
Sortation Levels Allowed	Required		

The values shown above must be used for this test. For testing purposes, process the test file only through your presort software/hardware. The addresses within the test file have been pulled from the *National ZIP+4 Directory*, and their add-ons, carrier route identification numbers, five-digit ZIP Codes, etc., are updated monthly. No address matching or standardization is to be performed on the file as this may skew results.* It is your responsibility to ensure that the presort processing creates a valid presort mailing.

*** In the space below, please note any variations from the above instructions and explain explicitly***

* If addressing matching or standardization is integrated into the software, simply disable it.

File Number	File 906	*Piece Description*	Identical
Total Records	23,939	*Piece Weight*	0.96 oz.
Class of Mail	Standard Mail (A)	*Piece Height*	4.5 inches
Presort Level	Non-Automation Regular Letters DMM M610	*Piece Length*	9.0 inches
		Piece Width	0.042 inches
		Point Of Entry	Omaha NE 681
Presentation Level	Trayed	*2' Tray Maximum*	21 inches
Processing Category	Letters	*1' Tray Maximum*	10 inches
Sortation Levels Allowed	Required		

The values shown above must be used for this test. For testing purposes, process the test file only through your presort software/hardware. The addresses within the test file have been pulled from the *National ZIP+4 Directory*, and their add-ons, carrier route identification numbers, five-digit ZIP Codes, etc., are updated monthly. No address matching or standardization is to be performed on the file as this may skew results.* It is your responsibility to ensure that the presort processing creates a valid presort mailing.

*** In the space below, please note any variations from the above instructions and explain explicitly****

* If addressing matching or standardization is integrated into the software, simply disable it.

File Number	File 907	*Piece Description*	Identical
Total Records	23,939	*Piece Weight*	1.0 oz.
Class of Mail	First Class	*Piece Height*	4.5 inches
Presort Level	Non-Automation Regular Upgradable Letters DMM M130	*Piece Length*	9.0 inches
		Piece Width	0.042 inches
		Point Of Entry	Memphis TN 381
Presentation Level	Trayed	*2' Tray Maximum*	21 inches
Processing Category	Letters	*1' Tray Maximum*	10 inches
Sortation Levels Allowed	Optional & Required		

The values shown above must be used for this test. For testing purposes, process the test file only through your presort software/hardware. The addresses within the test file have been pulled from the *National ZIP+4 Directory*, and their add-ons, carrier route identification numbers, five-digit ZIP Codes, etc., are updated monthly. No address matching or standardization is to be performed on the file as this may skew results.* It is your responsibility to ensure that the presort processing creates a valid presort mailing.

** *In the space below, please note any variations from the above instructions and explain explicitly***

* If addressing matching or standardization is integrated into the software, simply disable it.

File Number	File 908	*Piece Description*	Identical
Total Records	23,939	*Piece Weight*	1.0 oz.
Class of Mail	Standard Mail (A)	*Piece Height*	4.5 inches
Presort Level	Non-Automation Regular Upgradable Letters DMM M610	*Piece Length*	9.0 inches
		Piece Width	0.042 inches
		Point Of Entry	Memphis TN 381
Presentation Level	Trayed	*2' Tray Maximum*	21 inches
Processing Category	Letters	*1' Tray Maximum*	10 inches
Sortation Levels Allowed	Optional & Required		

The values shown above must be used for this test. For testing purposes, process the test file only through your presort software/hardware. The addresses within the test file have been pulled from the *National ZIP+4 Directory*, and their add-ons, carrier route identification numbers, five-digit ZIP Codes, etc., are updated monthly. No address matching or standardization is to be performed on the file as this may skew results.* It is your responsibility to ensure that the presort processing creates a valid presort mailing.

** *In the space below, please note any variations from the above instructions and explain explicitly***

* If addressing matching or standardization is integrated into the software, simply disable it.

File Number	File 909	*Piece Description*	Identical
Total Records	14,504	*Piece Weight*	2.40 oz.
Class of Mail	First Class	*Piece Height*	11 inches
Presort Level	Non-Automation Regular Flats DMM M130	*Piece Length*	8.0 inches
		Piece Width	0.125 inches
		Point Of Entry	Memphis TN 381
Presentation Level	Flat Trayed	*Flat Tray Maximum*	11.25 inches
Processing Category	Flats	*Flat Tray Minimum*	8.0 inches
Sortation Levels Allowed	Required		

The values shown above must be used for this test. For testing purposes, process the test file only through your presort software/hardware. The addresses within the test file have been pulled from the *National ZIP+4 Directory*, and their add-ons, carrier route identification numbers, five-digit ZIP Codes, etc., are updated monthly. No address matching or standardization is to be performed on the file as this may skew results.* It is your responsibility to ensure that the presort processing creates a valid presort mailing.

*** In the space below, please note any variations from the above instructions and explain explicitly****

* If addressing matching or standardization is integrated into the software, simply disable it.

File Number	File 910	*Piece Description*	Identical
Total Records	14,504	*Piece Weight*	2.40 oz.
Class of Mail	Standard Mail (A)	*Piece Height*	11 inches
Presort Level	Non-Automation Regular Flats DMM M610	*Piece Length*	8.0 inches
		Piece Width	0.125 inches
		Point Of Entry	Memphis TN 381
Presentation Level	Sacked	*Sack Maximum*	60 lb.
Processing Category	Flats	*Sack Minimum*	125 pcs. or 15 lb.
Sortation Levels Allowed	Required		

The values shown above must be used for this test. For testing purposes, process the test file only through your presort software/hardware. The addresses within the test file have been pulled from the *National ZIP+4 Directory*, and their add-ons, carrier route identification numbers, five-digit ZIP Codes, etc., are updated monthly. No address matching or standardization is to be performed on the file as this may skew results.* It is your responsibility to ensure that the presort processing creates a valid presort mailing.

*** In the space below, please note any variations from the above instructions and explain explicitly****

* If addressing matching or standardization is integrated into the software, simply disable it.

File Number	File 911	*Piece Description*	Identical
Total Records	13,383	*Piece Weight*	1.86 oz.
Class of Mail	Standard Mail (A)	*Piece Height*	11 inches
Presort Level	Enhanced Carrier Route DMM M620	*Piece Length*	8.0 inches
		Piece Width	0.125 inches
Presentation Level	Sacked	*Point Of Entry*	Memphis TN 381
Processing Category	Flats	*Sack Maximum*	60 lb.
Sortation Levels Allowed	Required	*Sack Minimum*	125 pcs. or 15 lb.

The values shown above must be used for this test. For testing purposes, process the test file only through your presort software/hardware. The addresses within the test file have been pulled from the *National ZIP+4 Directory*, and their add-ons, carrier route identification numbers, five-digit ZIP Codes, etc., are updated monthly. No address matching or standardization is to be performed on the file as this may skew results.* It is your responsibility to ensure that the presort processing creates a valid presort mailing.

*** In the space below, please note any variations from the above instructions and explain explicitly***

* If addressing matching or standardization is integrated into the software, simply disable it.

Presort Accuracy Validation & Evaluation

Order Form

Fax

Company Contact | Area Code | Phone Number

Firm/Customer Name

Complete Street Address, PO Box or Rural/Hwy Contract Route and Box # | Apt/Suite #

City orPost Office | State | ZIP+4 Code

List presort software being submitted for Postal Service evaluation by name and current release number.

A. _____ D. _____

B. _____ E. _____

C. _____ F._____

Check media configuration preferred.

Magnetic Tape - 6250 BPI EBCDIC	☐ IBM 3480 Cartridge EBCDIC
Magnetic Tape - 6250 BPI ASCII	☐ 5¼" Diskette, 1.2 MB IBM
Magnetic Tape - 1600 BPI EBCDIC	☐ 3½" Diskette, 1.44 MB IBM
Magnetic Tape - 1600 BPI ASCII	☐ Download File(s) via RIBBS

On the reverse side of this form, please check the applicable test categories.

Signature of Applicant _____

Date _____,19_____

UNITED STATES POSTAL SERVICE

Mail or fax your order to:

PAVE PROGRAM
NATIONAL CUSTOMER SUPPORT CENTER
UNITED STATES POSTAL SERVICE
6060 PRIMACY PKWY STE 101
MEMPHIS TN 38188-0001
FAX # (901) 681-4440

Pre-Classification Reform Test Files

___ **FILE 101** Presorted First-Class Letters
___ **FILE 201** Presortrf 3/5-Digit Second-Class Flats
___ **FILE 301** Basic & 3/5 Presort Third-Class Letters
___ **FILE 302** Basic & 3/5 Presort Third-Class Flats
___ **FILE 303** Carrier Route Third-Class Flats
___ **FILE 304** Carrier Route Third-Class Flats
___ **FILE 814** Barcoded -Tray-Based First-/Third-Class Letters Residual Option 1
___ **FILE 814** Barcoded -Tray-Based First-Class Letters Residual Option 2
___ **FILE 814** Barcoded -Tray-Based First-Class Letters Residual Option 3
___ **FILE 815** Barcoded-2-Tier Package-Based First-/Third-Class Letters Residual Option 1
___ **FILE 815** Barcoded-2-Tier Package-Based First-/Third-Class Letters Residual Option 2
___ **FILE 815** Barcoded-2-Tier Package-Based First-Class Letters Residual Option 3
___ **FILE 815** Barcoded-2-Tier Package-Based First-Class Letters Residual Option 4
___ **FILE 816** Barcoded-3-Tier Package-Based First-/Third-Class Letters Residual Option 1
___ **FILE 816** Barcoded-3-Tier Package-Based First-/Third-Class Letters Residual Option 2
___ **FILE 816** Barcoded-3-Tier Package-Based First Class Letters Residual Option 3
___ **FILE 816** Barcoded-3-Tier Package-Based First Class Letters Residual Option 4

Classification Reform Test Files

___ **FILE 901** First-Class Automation Letters
___ **FILE 902** Standard Mail (A) Automation Letters
___ **FILE 903** First-Class Automation Flats
___ **FILE 904** Standard Mail (A) Automation Flats
___ **FILE 905** First-Class Regular Letters
___ **FILE 906** Standard Mail (A) Regular Letters
___ **FILE 907** First-Class Regular Upgradeable Letters
___ **FILE 908** Standard Mail (A) Regular Upgradeable Letters
___ **FILE 909** First-Class Regular Flats
___ **FILE 910** Standard Mail (A) Regular Flats
___ **FILE 911** Standard Mail (A) Enhanced Carrier Route Flats

Complete the information below only for a third or subsequent attempt to certify a product during any test period. Test decks for the first two attempts during a normal annual period are provided free of charge.

Payment Method

Make check or money order payable to US Postal Service

☐ TAX ID#

☐ Check ☐ Money Order ☐ Visa ☐ MasterCard
☐ Discover ☐ American Express

Card#:

Expiration Date: ____/____

_____
Authorized Personnel (please print)

_____
Signature

The signature above accepts total responsibility governing the use of this card and agrees to comply with the terms of the issuer.

Credit Card Billing Address
(if different than customer address)

_____
Attention

_____
Company

_____
Address

_____
City, State, ZIP+4

Please refer to Out-of-Cycle and Retesting Fees on page 3.